

ORDER FOR SUPPLIES OR SERVICES					PAGE 1 OF 6		
1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33657-97-D-2008		2. DELIVERY ORDER/ CALL NO. 0027		3. DATE OF ORDER/CALL (YYYYMMDD) 01 April 1999	4. REQUISITION/PURCH REQUEST NO. SEE SECTION G	5. PRIORITY DO-C9	
ASC/CDS USAF/AFMC ASC/CDS BLDG 16, AREA B 2275 D. STREET WRIGHT PATTERSON AFB OH 45433-7233 THOMAS REASTER (937) 255-7003		CODE FA8622	7. ADMINISTERED BY (If Other than 6) DCMC BALTIMORE/CHESAPEAKE 200 TOWSONTOWN BLVD WEST TOWSON MD 21204-5299 SCD: C PAS: (NONE)		CODE S2101A	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)	
9. CONTRACTOR SMALL BUSINESS ADMINISTRATION WASHINGTON DISTRICT OFFICE P O BOX 34500 WASHINGTON DC 20043-4500 SUBCONTRACTOR: HJ FORD ASSOCIATES, INC. 1111 JEFFERSON DAVIS HWY, SUITE 808 ARLINGTON, VA 22202-3235 SBA# 0353-700505		CODE 4M057	FACILITY MAILING DATE APR 15 1999	10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE 12. DISCOUNT ITEMS N 13. MAIL INVOICES TO ADDRESS IN BLOCK SEE BLOCK 15 (PAYMENT OFFICE)		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED WOMEN-OWNED	
14. SHIP TO SEE SCHEDULE		CODE	15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264		CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN	
16. TYPE OF ORDER	DELIVERY/ CALL <input checked="" type="checkbox"/> PURCHASE <input type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract. Reference your furnish the following on items specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SER FORTH, AND AGREES TO PERFORM THE SAME.					
NAME OF CONTRACTOR SIGNATURE TYPED NAME AND TITLE DATE SIGNED (YYYYMMDD)							
If this box is marked, supplier must sign Acceptance and return the following number of copies:							
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE							
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA LYTUS JORDAN BY: <i>Lytus Jordan</i> 13 APR 99 CONTRACTING/ORDERING		25. TOTAL 29. DIFFERENCES	NTE \$88,733.13
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP NO.	28. D.O. VOUCHER NO.	30. INITIALS	
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				PARTIAL FINAL	32. PAID BY	33. AMONT VERIFIED CORRECT FOR	
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.				COMPLETE PARTIAL FINAL	34. CHECK NUMBER		
DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER				35. BILL OF LADING			
37. RECEIVED AT	38. RECEIVED BY (Print)	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.		

1. In accordance with the provisions of the basic contract F33657-97-D-2008 and Special Contract Requirement H-013 entitled "Orders", the contractor shall provide acquisition logistics support in accordance with the attached Statement of Work entitled "Acquisition Logistics/Project Management Support" dated 11 March 1999 as specified below at a ceiling amount of \$88,733.13.

This effort supplies logistics support to each of the Integrated Product Teams (IPTs) within the Development System Manager (DSM) for Common Avionics. These include Joint Helmet Mounted Cueing System (JHMCS) and Embedded GPS/INS (EGI).

2. SECTION B: The Supplies/Services schedules are set forth on pages 3-4 hereto.

3. SECTION G: The accounting and appropriation data is set forth on pages 5 hereto.

4. Section H: In accordance with AF Far Sup 5352.245-9000, Base Support (Jul 1992) base support will be provided by ASC/SM for the following items:

Office space, office furniture, access to computers and office electronic equipment, i.e. fax, printer, reproduction equipment etc.

5. Section J: List of Attachments are set forth on page 6 hereto (note: The Contract Security Classification Specification (DD Form 254) dated 26 February 1999 applies to this delivery order.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
0001	ACQUISITION LOGISTICS SUPPORT		\$88,733.13

acrn: 9
security: U
contract type: Y - TIME AND MATERIALS
completion date: 31 MAR 2000
descriptive data:

a. The contractor shall provide acquisition logistics support in accordance with the attached Statement of Work (SOW) entitled "Acquisition Logistics/Project Management Support" dated 11 March 1999 at a ceiling amount of \$88,733.13.

b. Listed below by prime/team members are the negotiated labor categories and corresponding estimated number of total labor hours for each category:

Labor Catagory- 4/01/99-12/5/99	Estimated Hours
HJ Ford-Off Site Labor	
Project Manager	81
Admin Mgmt Assistant	54
HJ Ford-On Site Labor	
Program Manager	1368
Total	1503

Labor Catagory- 12/06/99-03/31/00	Estimated Hours
HJ Ford-Off Site Labor	
Project Manager	39
Admin Mgmt Assistant	24
HJ Ford-On Site Labor	
Project Manager	648
Total	711

ITEM	SUPPLIES OR SERVICES	Qty	Unit Price
		Purch Unit	Total Item Amount
000101	FUNDING INFO ONLY		
	acrn: AA		\$44,662.38
000102	FUNDING INFO ONLY		
	acrn: AB		\$18,250.00
000103	FUNDING INFO ONLY		
	acrn: AC		\$25,820.75
0002	DATA-EXHIBIT A		NSP
	acrn: 9		
	security: U		
	DD1423 is Exhibit: A		
	contract type: Y - TIME AND MATERIALS		
	completion date: ASREQ		
	descriptive data:		

The contractor shall provide data in accordance with Contract Data Requirements List (CDRL), DD Form 1423, dated 11 March 1999, attached as Exhibit A. The price of this CLIN is included in the price of CLIN 0001 above.

ACRN	Appropriation/Lmt	Subhead/Supplemental Accounting Data	Obligation Amount
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AA			\$44,662.38
57	93600	299 4720 652050 286114 592IH 64201F 503000 F03000	
funding breakdown: On Clin 000101:			\$44,662.38
pr/mipr: GSMHS997205006			\$44,662.38
descriptive data:			
The fund cite appears as follows on the PR:			
5793600 299 4720 652050286114 592IH 64201F 503000 F03000			
AB			\$18,250.00
21	92031	3 09 4720 5793400 2831 04409MP2RUV 503000 F03000	
funding breakdown: On Clin 000102:			\$18,250.00
pr/mipr: GSMYS99720008			\$18,250.00
descriptive data:			
The fund cite as it appears on the Army MIPR NO.2R9GP0082RUV AMD 01 dated 12 January 1999:			
2192031 5793400 309 4720 283106 04 409 MP2RUV 503000 F03000			
AC			\$25,820.75
17	91506 45CX	209 2530A 8 606020 03 895000 068342	
funding breakdown: On Clin 000103:			\$25,820.75
pr/mipr: GSMYS99720008			\$25,820.75
descriptive data:			
The fund cite appears as follows on the Navy MIPR No. N0001999MPA210A dated 16 Nov 99:			
1791506 45CX 253 AA209 0 2D OA8606 038950000000 068342			

DOCUMENT	PGS	DATE	TITLE
EXHIBIT A	4	11 MAR 1999	CONTRACT DATA REQUIREMENTS LIST (CDRL)
ATTACHMENT 1	6	11 MAR 1999	Statement of Work dated 26 FEB 1999 entitled "Acquisition Logistics Support/Project Management Support"
ATTACHMENT 2	6	26 FEB 1999	CONTRACT SECURITY CLASSIFICATION SPECIFICATION-DD FORM 254

11 Mar 99

STATEMENT OF WORK

FOR

ACQUISITION LOGISTICS/PROJECT MANAGEMENT SUPPORT

1.0 PURPOSE

The purpose of this effort is to provide ASC/SMY with assistance in providing acquisition logistics support to each of the Integrated Product Teams (IPTs) within the Development System Manager (DSM) for Common Avionics. These include Joint Helmet Mounted Cueing System (JHMCS) and Embedded GPS/INS (EGI).

2.0 SCOPE

The effort involved with this task order includes the functional element of Acquisition Logistics Support as identified in Paragraphs 3.1.1, 3.1.2, 4.0-4.11.5, 5.2, 5.3, 5.6 and 5.7 of the basic Statement of work (SOW) for acquisition logistics/project management contract support. NO ENGINEERING SUPPORT WILL BE PROVIDED UNDER THIS TASK ORDER BY THE CONTRACTOR.

3.0 RESPONSIBILITIES

The Project Manager Logistics Collocate within the DSM is responsible for the technical liaison, review, approval and final acceptance of efforts accomplished under this task order. The Contractor shall perform the following tasks in accordance with this task order, the SOW and the contract. The task order effort shall begin on the date of contract order award.

3.1 Logistics/Project Management Support

3.1.1 The Contractor shall be required to support ASC/SMY by providing analysis, written reports, recommendations, preparation of logistics planning documents, or performing any related tasks necessary to conduct Integrated Logistics Planning. (DI-MISC-80508/T, SEQ 0004)

3.1.2 The Contractor shall manage sub projects for the government teams by providing supporting documentation and analysis. These findings will be reported according to status report. (DI-MGMT-80368, SEQ 0002).

3.2 Cost Support

3.2.1 The Contractor shall provide costs analyses assistance associated with common avionics systems (e.g. EGI, JHMCS). Analyses may range from development estimated to total acquisition with integration on multiple Air Force aircraft and assorted joint USAF, Navy and US Army aircraft programs (DI-MISC-80508/T, SEQ 0004).

3.3 Logistics Analysis

3.3.1 The Contractor shall conduct operating and support cost studies to support cost/logistics analyses, and management decisions for avionics systems and associated support equipment. The contractor shall define, assemble, and update required input data for analysis or program alternatives, program management decisions, program changes, system modifications, and specific contract provisions to include historical data. The Contractor shall apply modified and unique cost models to estimate and forecast program costs. The Contractor shall produce model outputs, reports, and documented analyses for program management review. (The Contractor shall provide weapon warranty support including, but not limited to: develop and recommend warranty strategy; write, review and coordinate warranty contract clauses and plans; conduct and report on warranty cost-benefit analyses.) The Contractor shall also analyze, recommend, and evaluate logistics reliability tasks necessary to ensure weapon system availability, sustainability, and combat effectiveness. These warranty and logistics reliability activities shall be accomplished prior to and during development/production phases. (DI-MISC-80508/T, SEQ 0004)

3.3.2 The Contractor shall assist in the formulation of program acquisition strategy by reviewing requirements for Life Cycle/Cost/Design to Cost (LCC/DTC) analysis, cost benefit analysis, repair level analysis, logistics support analysis (LSA), Systems and Logistics Integration Capability (SLIC), scheduling and supportability performance characteristics. The government will provide Government Furnished Information (GFI), as required. The Contractor shall write inputs to the LCC/DTC Plan (LCC/DTCP), Acquisition Plan (AP), Integrated Logistics Support Plan (ILSP), Requests for Proposal (RFP), and other program acquisition documents related to operational supportability performance (DI-MISC-80508/T, SEQ 0004)

3.3.3 The Contractor shall provide logistics analysis support, evaluate analysis documents submitted by contractors, evaluate program changes and provide applicable documentation. The Contractor shall also provide program computer data review, entry, and tracking support. (DI-MISC-80508/T, SEQ 0004)

3.4 Acquisition Logistics Information Support

3.4.1 The Contractor shall assist the DSM to input, extract and track logistics related information. This would include the extraction of report information from the Logistic Support Analysis Record (LSAR) data base. This activity will require updates of data bases from inputs provided by the applicable logistics representative assigned to the program office for which the data is being generated. (DI-MISC-80508/T, SEQ 0004).

3.5 Review Participation

3.5.1 The Contractor shall participate in PDR, CDR, ILSMT, and other reviews as necessary to support tasks listed in this task order. This effort shall also include preparation of presentation materials. (DI-ADMIN-81373, SEQ 0001).

3.6 Travel

3.6.1 The Contractor shall travel to contractor plants, USAF bases, or designated areas as required. The Contractor shall submit a trip report after each trip. (DI-MGMT-80368, SEQ 0002).

4.0 REPORTS/DATA AND OTHER DELIVERABLES

4.1 All data/reports and deliverables, including a monthly status report shall be delivered in accordance with the Contract Data Requirements List (CDRL) DD Forms 1423. (DI-ADMIN-80447, SEQ 0003) (DI-MGMT-80368, SEQ 0002) (DI-ADMIN-81373, SEQ 0001), (DI-MISC-80508/T, SEQ 0004).

5.0 GENERAL INFORMATION

5.1 Work Location

Accomplishment of tasks required by this task order will require work at Wright-Patterson AFB, OH, and at various contractor, subcontractor, and Air Force facilities located throughout the continental United States. Administrative support for the managed projects will be available at the government program office.

5.2 Contractor Relationships/Supervision

In interactions and dealings with system contractors and subcontractors, the Contractor shall perform work for investigative purposes only. The Contractor shall not provide direction or otherwise interject into government/system contractor/subcontractor relationships. Contractor personnel shall not be under the direct supervision of Air Force personnel.

5.3 Security

Contractor personnel shall require a SECRET security clearance in order to have access to classified project planning and site location material. Document access will not include information classified higher than SECRET. The Contractor shall comply with all appropriate security regulations in handling classified material.

6.0 COGNIZANT OFFICE

The project management point of contact for this task order is Mr. Paul D. Kube, ASC/SMYA, (937) 255-2900, ext 3862. The project management point of contact for the contract under which this task is issued is Ms. Marjorie Radford, ASC/CDSY, (937) 255-8526.

<div>DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</i></div>				<div>1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED SECRET b. LEVEL OF SAFEGUARDING REQUIRED N/A</div>			
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>				3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>			
<input checked="" type="checkbox"/> a. PRIME CONTRACT NUMBER F33657-97-D-2008/0027 Date: 2000 Apr 04		<input checked="" type="checkbox"/> a. ORIGINAL <i>(Complete date in all cases)</i> Date (YYMMDD) 99 02 26					
b. SUBCONTRACT NUMBER		b. REVISED <i>(Supersedes all previous specs)</i>		Revision No. Date (YYMMDD)			
c. SOLICITATION OR OTHER NUMBER		DUE Date (YYMMDD)		c. FINAL <i>(Complete item 5 in all cases)</i> Date (YYMMDD)			
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under F33657-97-D-2008/0009 <i>(Preceding Contract Number)</i> is transferred to this follow-on contract							
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____							
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>							
a. NAME, ADDRESS, AND ZIP CODE H.J. Ford Associates, INC. 1111 Jefferson Davis Hwy Ste 808 Arlington VA 22202-4306		b. CAGE CODE 3X522		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> Defense Security Service 2461 Eisenhower Ave. Alexandria VA 22331-1000			
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP CODE N/A		b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> N/A			
8. ACTUAL PERFORMANCE							
a. LOCATION N/A		b. CAGE CODE N/A		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> N/A			
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Provide Logistics/Project Management Support for ASC/SMY (Common Avionics)							
10. THIS CONTRACT WILL REQUIRE ACCESS TO:				11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:			
YES NO				YES NO			
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION				a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input checked="" type="checkbox"/> <input type="checkbox"/>			
b. RESTRICTED DATA				b. RECEIVE CLASSIFIED DOCUMENTS ONLY			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION				c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
d. FORMERLY RESTRICTED DATA				d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
e. INTELLIGENCE INFORMATION				e. PERFORM SERVICES ONLY			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
(1) Sensitive Compartmented Information (SCI)				f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
(2) Non-SCI				g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			
<input checked="" type="checkbox"/> <input type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
f. SPECIAL ACCESS INFORMATION				h. REQUIRE A COMSEC ACCOUNT			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
g. NATO INFORMATION				i. HAVE TEMPEST REQUIREMENTS			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
h. FOREIGN GOVERNMENT INFORMATION				j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			
<input checked="" type="checkbox"/> <input type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
i. LIMITED DISSEMINATION INFORMATION				k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			
<input type="checkbox"/> <input checked="" type="checkbox"/>				<input type="checkbox"/> <input checked="" type="checkbox"/>			
j. FOR OFFICIAL USE ONLY INFORMATION				l. OTHER <i>(Specify)</i> Notification of Government Security Activity is required.			
<input checked="" type="checkbox"/> <input type="checkbox"/>				SEE ADDENDUM			
k. OTHER <i>(Specify)</i>				<input checked="" type="checkbox"/> <input type="checkbox"/>			

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release.

☒ Direct ☐ Through (Specify):

ASC/PA
Wright-Patterson AFB, OH 45433-7129

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.
In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/extracts reference herein. Add additional pages as needed to provide complete guidance.)

- a. Ref Blk 10e (2): General Intelligence material/Foreign Disclosure applies. See addendum.
- b. Ref Blk 10j: FOUO applies. See addendum.
- c. Ref. Blk 11a: Releasing Government activity will furnish complete classification guidance for the service to be performed. Contract performance is restricted to building 28 on Wright-Patterson AFB, OH 45433-7017.
- d. Functional Area Evaluator: Mr. Bruce Brooker, ASC/SMH, (937) 255-7963, ext.3658.
- e. ACO Address: DCMAO, 77675 Dagget St, Suite 200/300, San Diego, CA 92111-2241 (David Miller).
- f. Functional Area Chief: Marjorie J. Radford, ASC/CDSY, (937) 255-1783 ext.4658.
- g. The National Industrial Security Program Operating Manual (NISPOM) Jan 95 applies to this contract.
- h. Ref 11L: This Notification of Government Security Activity and Visitor Group Security Agreement clause applies. See contract clause for details.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

☐ Yes ☒ No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

☒ Yes ☐ No

Ref: 11L: Contractor performance will occur in building 28 on Wright-Patterson AFB, OH. DSS is relieved of all Security inspection responsibility for contractor performance on the installation.

ASC/SYSP will maintain security oversight.

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

LYTUS JORDAN

b. TITLE

CONTRACTING OFFICER

c. TELEPHONE (Include Area Code)

(937) 255-7003

d. ADDRESS (Include Zip Code)

ASC/CDSK
Wright-Patterson AFB, OH 45433-7017

e. SIGNATURE



17. REQUIRED DISTRIBUTION

- ☒ a. CONTRACTOR
- ☒ b. SUBCONTRACTOR
- ☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☒ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☒ e. ADMINISTRATION CONTRACTING OFFICER
- ☒ f. OTHERS AS NECESSARY

ASC/SYSPC (Security Office)
1801 TENTH ST ROOM 103
WPAFB OH 45433-7625

ASC/SYS
COORDINATION
PC-ONLY
12/16/99 SM

GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE

1. Special Requirements for General and Foreign Intelligence Material. In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agree that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/SYSR), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

2. Returning Intelligence to the Air Force. Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

3. Release of Classified and Unclassified Information to Foreign Government and Their Representatives. Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/SYSR and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

08 February 1999

USE OF SPECIAL INTELLIGENCE MARKINGS

1. Authorized Control Markings of Intelligence Information

a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".

This marking may be used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when access to the intelligence information will reasonably be protected by use of its classification marking (i.e. Confidential, Secret, Top Secret), or by use of any other control marking specified herein.

b. "Not Releasable to Foreign Nationals (NOFORN)"

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

c. "Authorized for Release to (Name of country(ies)/international organization"

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

2. Procedures Governing Use of Control Markings

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

Current Guidance
Implementation of DCID 1/7, 30 June 1998

FOR OFFICIAL USE ONLY (FOUO)

The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information.

1. **HANDLING:** Access to FOUO material shall be limited to those employees who need the material to do their jobs. The FOR OFFICIAL USE ONLY marking is assigned to information when created by a DOD User Agency. FOR OFFICIAL USE ONLY is not a classification, but requires extra precautions to ensure it is not released to the public.
2. **MARKING:**
 - a. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any).
 - b. In a classified document, mark:
 - (1) An individual paragraph that contains FOUO, but not classified information, by placing "(FOUO)" at the beginning of the paragraph.
 - (2) The top and bottom of each page that has both FOUO and classified information, with the highest security classification of the information on that page.
 - (3) "FOUO" at the bottom of each page that has FOUO information but is not classified..
 - (4) If a classified document also contains FOUO information or if the classified material becomes FOUO when declassified, place the following statement on the bottom of the cover or the first page, under the classification marking: **"NOTE: If declassified, review the document to make sure material is not FOUO and not exempt under AFI 37-131 before public release."**
 - c. Mark other records, such as computer print outs, photographs, films, tapes, or slide "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
 - d. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
 - e. Make sure that documents that transmit FOUO materials call attention to any FOUO attachments.
3. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal security, locked buildings or rooms usually provide adequate after-hours protection. For additional protection, store FOUO material in locked containers such as file cabinets, desks, or bookcases. Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.
4. **TRANSMISSION:** FOUO material shall be transmitted by the same methods as other UNCLASSIFIED material. Discussion of FOUO material on the telephone is authorized if necessary for performance of the contract. FOUO information may be transmitted over telephone lines in digital form, by telecopies, or by other commercial teletype lines without encryption.
5. **RELEASE:** FOUO information may be released only to DoD components, officials of DoD component, and other DoD contractors when needed to conduct official DoD business.
6. **DESTRUCTION:** When no longer needed, FOUO information may be disposed of by any method which will preclude its disclosure to unauthorized individuals.

NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY

1. Thirty days **before** the date Contractor operations will begin on Wright-Patterson AFB OH, the Contractor shall provide ASC/SYSPC, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

- a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;
- b. The contract number and military contracting command;
- c. The highest classification category of defense information to which Contractor employees will have access;
- d. The date Contractor operations will begin on WPAFB OH;
- e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in **addition** to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

[illegible]

